

# 2026 PAYROLL SCHEDULE

## Nonacademic, Students, Hourlies & Grad Hourlies

Month	Pay ID	Pay No	Pay Period Begin Date	Pay Period End Date	DD Change Deadline	Pay Date	Insurance Coverage Date
JAN	BW	1	12/21/2025	1/3/2026	01/03/26	1/14/2026	1/1/26 - 1/15/2026
	BW	2	1/4/2026	1/17/2026	01/17/26	1/28/2026	1/16/26 - 1/31/26
FEB	BW	3	1/18/2026	1/31/2026	01/31/26	2/11/2026	2/1/26 - 2/15/26
	BW	4	2/1/2026	2/14/2026	02/14/26	2/25/2026	2/16/26 - 2/29/26
MAR	BW	5	2/15/2026	2/28/2026	02/28/26	3/11/2026	3/1/26 - 3/15/26
	BW	6	3/1/2026	3/14/2026	03/14/26	3/25/2026	3/16/26 - 3/31/26
APR	BW	7	3/15/2026	3/28/2026	03/28/26	4/8/2026	4/1/26 - 4/15/26
	BW	8	3/29/2026	4/11/2026	04/11/26	4/22/2026	4/16/26 - 4/30/26
MAY	BW	9	4/12/2026	4/25/2026	04/25/26	5/6/2026	5/1/26 - 5/15/26
	BW	10	4/26/2026	5/9/2026	05/09/26	5/20/2026	5/16/26 - 5/31/26
JUN	BW	11	5/10/2026	5/23/2026	05/23/26	6/3/2026	6/1/26 - 6/15/26
	BW	12	5/24/2026	6/6/2026	06/06/26	6/17/2026	6/16/26 - 6/30/26
JUL	BW	13	6/7/2026	6/20/2026	06/20/26	7/1/2026	7/1/26 - 7/15/26
	BW	14	6/21/2026	7/4/2026	07/04/26	7/15/2026	7/16/26 - 7/31/26
	BW	15**	7/5/2026	7/18/2026	07/18/26	7/29/2026	No Insurance Deduction
AUG	BW	16	7/19/2026	8/1/2026	08/01/26	8/12/2026	8/1/26 - 8/15/26
	BW	17	8/2/2026	8/15/2026	08/15/26	8/26/2026	8/16/26 - 8/31/26
SEP	BW	18	8/16/2026	8/29/2026	08/29/26	9/9/2026	9/1/26 - 9/15/26
	BW	19	8/30/2026	9/12/2026	09/12/26	9/23/2026	9/16/26 - 9/30/26
OCT	BW	20	9/13/2026	9/26/2026	09/26/26	10/7/2026	10/1/26 - 10/15/26
	BW	21	9/27/2026	10/10/2026	10/10/26	10/21/2026	10/16/26 - 10/31/026
NOV	BW	22	10/11/2026	10/24/2026	10/24/26	11/4/2026	11/1/26 - 11/15/26
	BW	23	10/25/2026	11/7/2026	11/07/26	11/18/2026	11/16/26 - 11/30/26
DEC	BW	24	11/8/2026	11/21/2026	11/21/26	12/2/2026	12/1/26 - 12/15/26
	BW	25	11/22/2026	12/5/2026	12/05/26	12/16/2026	12/16/26 - 12/31/26
	BW	26**	12/6/2026	12/19/2026	12/19/26	12/30/2026	No Insurance Deduction

(\*\*) When there are 3 pay dates in the same month, voluntary deductions will not be taken on the 3rd pay date. BW1 and MN1 will not accept deduction adjustments.

- 1) An employee must be actively employed, or benefits eligible on the **first day** of an insurance coverage period to owe premiums for that period.
- 2) Owed back premiums will be taken from the next available paycheck after the UPB - Benefits Office is notified of the discrepancy. Employees will be notified of this action by email and campus mail.